



# CALVERT COUNTY ETHICS COMMISSION

P.O. Box 1104 Prince Frederick, Maryland 20678

## **MEETING NOTICE**

The Calvert County Ethics Commission (CCEC) conducted an open meeting on ***Tuesday, October 18, 2022***, at **4:30pm**, via Zoom.

## **Open Minutes**

### **Roll Call**

Present: Matthew Raymer, Chair  
Brian Fairweather, Secretary  
Thomas McClarren, Member  
Mel Powell, Member

Absent: Timothy Cox, Alternate Member

Staff: Ashley Staples-Reid, Special Projects Program Manager, Office of the County Administrator

### **General Business & Administrative Matters**

1. Call to order – determine quorum
  - i. Determined quorum. Meeting was called to order at 4:40pm
2. Approve open agenda for October 18, 2022
  - i. Matthew Raymer motioned to amend and approve the agenda to include an additional closed session item in accordance with personnel matters [3-305(b)(1)] of the General Provisions Article §3-305 of the Annotated Code of Maryland. Motion seconded by Mel Powell. Motion passed unanimously.
3. Review and approve open minutes from September 20, 2022 meeting.
  - i. Matthew Raymer motioned to approve August minutes as presented. Motion seconded by Brian Fairweather. Motion passed unanimously.

### **New Business**

1. Election of officers
  - i. Chairperson
  - ii. Vice-chairperson
  - iii. Secretary
    - i. Matthew Raymer motioned to elect Brian Fairweather as Chairperson, Thomas McClarren as Vice-chairperson and Timothy Cox as Secretary effective November 1, 2022. Mel Powell seconded. Motion passed unanimously.

### **Old/Unfinished Business**

1. Revision Annual Report to the BOCC (FY22)
  - i. Staff will draft and send out to member for approval.
2. FY24 budget requested due October 31, 2022.
  - i. Determined request during September meeting. No further discussion required. Staff will submit request prior to due date.
3. 2021 Financial Disclosure Statement (FDS)
  - i. No updates at this time. Consensus to schedule a future work session for 2022 FDS form as well as

♦ Matthew Raymer, Chair ♦ Brian Fairweather, Secretary ♦ Thomas McClarren, Member ♦  
♦ Mel Powell, Member ♦ Timothy Cox, Alternate Member ♦  
♦ Telephone 410-414-8079 ♦ Email [calvertethics@gmail.com](mailto:calvertethics@gmail.com) ♦

Exemption form, which Brian volunteered to draft.

4. Ethics Training update
  - i. No updates at this time.
5. Updates to Calvert County Government website
  - i. No updates at this time.

**Public Comment**

N/A

**Recess, subject to Motion of Privilege for Closed Meeting:**

*Two items closed to the public pursuant to General Provisions Article §3-305 of the Annotated Code of Maryland.*

1. Personnel Matters [3-305(b)(1)] – the Commission will discuss personnel matters that affect one or more specific individuals over whom this public body has jurisdiction.
2. Pending or potential litigation [3-305(b)(8)] – the Commission will discuss with staff, consultants or other individuals about pending or potential litigation.

**Motion to adjourn Open Meeting:**

Mel Powell motioned, Thomas McClarren seconded. Motion passed unanimously.

**Commission ended open session and entered closed session at 5:13pm**

**Minutes to be adopted at next meeting**

Transcribed by: Ashley Staples-Reid, Special Projects Program Manager, County Administrator